

CODE OF CONDUCT

Warman Childcare Center Board of Directors

We as the Board of Directors (further referred to as BOD) of the Warman Childcare Center (further referred to as WCC) commit to dedicating ourselves to carrying out the mission of WCC. As the BOD of WCC we commit to exercise the highest of ethical standards of conduct and practice fundamental honesty at all times.

We will DO the following:

1. Recognize that the **primary responsibility** of WCC is to serve in the best interest of our constituency
2. Accept as a personal duty to stay up to date with current issues in regarding WCC
3. To act impartially as a parent-board member to the best interest of WCC
4. To follow through on operational duties in a timely manner
5. To exercise authority in implementing our policies to carry out the mission of WCC
6. To serve WCC with the utmost respect
7. Avoid any conflict of interest or activity that is in conflict with the duties and responsibilities of officer
8. Respect and protect privileged information that can be accessed during the course of the term as an office of the board
9. Report any violation of the law outside of the WCC that may affect your representation of the BOD.

We will NOT do the following:

1. Deceive, defraud or mislead WCC BOD
2. Misrepresent WCC in any negotiations, contracts or agreements
3. Release any confidential information
4. Obtain a personal advantage or benefit from the position on the BOD with the director or staff members at WCC
 - a. The BOD will take their role as a board member over their position as a parent
5. Engage in unethical business practice of any type
6. Have outside financial gain from personal business due to being an officer of the board
 - a. Example: your own personal business cannot have any financial gain from the WCC
7. Receive personal gifts
 - a. If gifts are received they are to be shared equally with the BOD

Noncompliance of this Statement of Personal and Professional Standards of Conduct are to be reported directly to the Chairperson or Vice Chairperson of the BOD. This infraction will then be brought forth to the committee for further evaluation.

Signature _____ Date _____

Name (please print) _____